

# Matrix Reduced Training Costs Scheme

**MATRIX**  
THEORY INTO PRACTICE

## **This Offer Is Intended For:**

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All CPD Managers, Staff Development Managers, Training and Development Managers and all managers with budgets for staff training.

## **Use it or Lose it !**

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Numerous colleges have informed us that they are under pressure to spend precious resources far too quickly, in order to avoid the risk of losing their allocation or having residual budget clawed back.

The Matrix Reduced Training Cost Scheme allows you to safeguard your budget without committing to a particular programme.

Many colleges subscribe to the Matrix Reduced Training Costs Scheme and benefit from free places on our training events. Our continuing commitment to quality Staff Development in the 16+ Sector and positive feedback from participating colleges has encouraged us to continue to offer the scheme, now in its 10th year.

When you purchase a minimum of **10 Standard 1-Day Delegate Places**, for use on any of Matrix one-day training events, you will receive an additional **Free Delegate Place** currently worth **£225.00 + vat**.

Alternatively, order **18** places and get **2 free** places or order **24** places and get **3 free** places.

Equivalent to a 10 to 12.5% addition to your budget spend, which represents excellent value.

We make your administration easy too. On receipt of payment your account will be opened and credited with the delegate training places ordered and appropriate number of free of charge places.

A statement will be issued immediately and thereafter updated at each month end showing the places used and remaining to date.

Furthermore, you have nothing to lose as any places unused by the end of one academic year are carried over to the next.

If you wish to take advantage of this offer, please complete the order form overleaf and return to the Matrix office.

## **You will benefit by:**

- protecting your training budget allocation or surplus monies from claw back at year end.
- gaining free places on Matrix training events.
- insulating your spend from future price increases.
- carrying over budget allocation and monies that you have now, to use in the future when you may not.

If you would like to discuss this scheme or need further information, please contact the MATRIX office.

[www.matrix-training.co.uk](http://www.matrix-training.co.uk)

## How It Works:

On receipt of payment for your order, your Matrix Reduced Training Costs Scheme account will be opened and credited with the delegate places ordered plus the appropriate number of free of charge delegate place(s).

A statement will be issued immediately and thereafter updated at each month end showing the places used and remaining to date.

To use your places all you need to do is return the completed Matrix training event booking forms for courses of your choice and write 'SCHEME' in the space provided for Purchase Order No.

If you have any places remaining at the end of the academic year they will be carried over to the next.

You can buy into the scheme at anytime, even if you have a current subscription in operation.

### Order Form

**I would like to subscribe to the Matrix Reduced Training Costs Scheme and Order;**

- 10 x Matrix Training Places @ £225.00 + VAT per place ~ PLUS 1 FREE PLACE**
- 18 x Matrix Training Places @ £225.00 + VAT per place ~ PLUS 2 FREE PLACES**
- 24 x Matrix Training Places @ £225.00 + VAT per place ~ PLUS 3 FREE PLACES**

#### Order Details:

*(Please print information clearly using BLOCK CAPITALS)*

Title & Forename: \_\_\_\_\_ Surname: \_\_\_\_\_

Position: \_\_\_\_\_

College & Address: \_\_\_\_\_

Postcode: \_\_\_\_\_

Telephone: \_\_\_\_\_ Facsimile: \_\_\_\_\_

Email: \_\_\_\_\_

#### Payment Details:

Invoice Address: \_\_\_\_\_

Postcode: \_\_\_\_\_

Purchase Order No: \_\_\_\_\_ Date: \_\_\_\_\_

Authorised by \_\_\_\_\_ Signature: \_\_\_\_\_

In submitting this application, you and your employer agree that approval has been granted for payment of the course fee. Your employer is responsible for payment of the fee once MATRIX has confirmed your place. Substitutions may be made at any time up to and including the day of the event. The full fee is payable unless cancellation is received in writing, 21 days prior to the event. Cancellations are not accepted for bookings made less than 21 days prior to the event. Bookings from private individuals are by special arrangement only.

MATRIX Theory into Practice Limited reserves the right to amend the programme, change venue or cancel the course in case of events beyond our control. Delegates wishing to make early travel arrangements should first check with the MATRIX office.

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